



Brighton Park Neighborhood Council

www.bpnccchicago.org | 4477 S. Archer Ave | (773) 523-7110

DEPORTATION SAFETY PLAN

A Guide to Keeping Your Family Safe

TABLE OF CONTENTS

WHAT IS A DEPORTATION SAFETY PLAN?	3
KNOW YOUR RIGHTS.....	4
WHAT IS THE PROCESS IF I AM ARRESTED BY THE POLICE?.....	7
DIFFERENCES BETWEEN AGENCIES.....	8
PLAN IN CASE OF DEPORTATION.....	9
FAMILY AND OTHER IMPORTANT CONTACT INFORMATION.....	11
INFORMATION ABOUT CHOOSING A TEMPORARY LEGAL GUARDIAN.....	16
POWER OF ATTORNEY AND DESIGNATION OF TEMPORARY GUARDIAN FOR MINOR CHILD....	17
REAL ESTATE POWER OF ATTORNEY.....	18
CHECK LIST OF IMPORTANT DOCUMENTS YOU MAY NEED.....	19
ORGANIZATIONS WITH IMMIGRATION SERVICES.....	21

NOTE: This information has been adapted from the “Know Your Rights” presentation and workshop created by ICIRR and partner organizations.

DISCLAIMER: BPNC is NOT a BIA Accredited organization and DOES NOT have lawyers on site to write or review legal documents. All the documents in this packet are to help our community. We recommend that you seek legal advice if you have any specific concerns about your individual case and/ or circumstances. See our list of low cost lawyers in the previous pages.

WHAT IS DEPORTATION SAFETY PLAN?

Since the new president took office, there are a lot of changes taking place in regards to immigration policies and laws.

Recent executive orders have raised concerns for immigrants, making many of our community members worry about their immigration status, even if they are Legal Permanent Residents.

In this guide, you will find everything you need to be prepared in case you are detained or put into deportation proceedings, including a plan to ensure the safety of your children, property, or other assets.

This guide has been adapted from several different sources, as a way to best serve our community.

THE GUIDE CONSISTS OF THE FOLLOWING:

1. A personal information sheet for family members (name, date and location of birth, medical history).
2. Choosing a Responsible Person for the care of your children
 - A draft of a legal guardianship letter - this letter must be notarized
3. A written plan for your family to inform them of what to do in case you are detained or deported.
4. A written plan detailing who will have power over your finances in the case of detention and/ or deportation.
5. A checklist of important documents to gather and have ready in a safe place that your entire family is aware of:
 - Including passports, birth certificates, and medical records.
6. A plan to carry with you and a list of important phone numbers, including the information of your consulate.
7. Information on how you can GET INVOLVED with a local community organization!

KNOW YOUR RIGHTS

Regardless of your immigration status, you have the right to:

- **REMAIN SILENT**
 - Show your Know Your Rights (KYR) Card!
- **SPEAK WITH AND BE REPRESENTED BY AN ATTORNEY**
 - Police/Court: A public defender or your own attorney at your own expense.
 - Immigration Court: An attorney at your own expense.
- **REQUEST TO MAKE A PHONE CALL**
 - All detention centers provide a phone call; however, in immigration detention the charges may be billed to the inmate OR those receiving your call.
 - Memorize phone numbers of family/friends with legal status.
 - *Preferably someone who knows/has your Emergency Plan.*
 - Contact your Consulate- A list of consulates and phone numbers is available at detention centers.

WHAT TO DO IF ICE COMES TO YOUR DOOR

- DO NOT OPEN DOORS**
ICE cannot come in without a signed warrant by a criminal court judge. They can only come in if you let them.
- REMAIN SILENT**
ICE can use anything you say against you in your immigration case so claim your right to remain silent!
**Say "I plead the fifth amendment and choose to remain silent".*
- DO NOT SIGN**
Don't sign anything ICE gives you without talking to an attorney.
- REPORT & RECORD!**
Report immediately: UWD hotline 1-844-363-1423.
Take pictures & video unless you're on federal government property.
Take notes of badge numbers, number of agents, time, type of car and exactly what happened!
- FIGHT BACK!**
Get a trustworthy attorney & explore all options to fight your case. If detained, you may be able to get bail - don't give up hope!
Join your local team to defend yourself from enforcement!

unitedwedream.org/end United We Dream

KNOW YOUR RIGHTS - CONTINUED

IF YOU ARE IN CONTACT WITH LAW ENFORCEMENT AGENTS:

WHAT TO DO:

- **KEEP CALM**
- **GIVE YOUR NAME AND BIRTHDATE.** You are NOT required to give this information. You can choose to provide only this basic information to make it possible for family members to find you. You do NOT need to answer any further questions.
- **IF ARRESTED, MEMORIZE YOUR ID NUMBERS:** This includes your 9-digit A-Number, Jail ID # etc. This will help your attorney and family locate you easily. Usually, these numbers will be written on a wristband.
 - All the detention centers will allow you to make a phone call; the cost of the call will be charged to the person who answers the call or the person who is making the call in the detention center.
- **ASK TO SPEAK TO AN ATTORNEY** You have the right to an attorney. **Disclose your immigration status ONLY to your attorney. This includes a public defender.**

WHAT NOT TO DO:

- **DON'T LIE:** Tell law enforcement agents you want to remain silent. DON'T give explanations, excuses, or stories.
 - **Do not claim to be a US Citizen if you are not!**
- **DON'T SIGN:** any document that you don't understand.
- **DON'T DISCUSS:** your citizenship or immigration status with anyone other than your lawyer.
 - Don't share your legal status with your cellmates.

ADDITIONAL TIPS:

- Do not hang objects from the rear view mirror. It can be a pretext for the police to pull you over.
- Make sure all of your car lights work
- Have your city stickers and plate sticker up to date
- Make sure that there are no other objects covering the windows of your car

IF ICE COMES TO YOUR HOME:

- **DO NOT OPEN THE DOOR:** You are NOT required to open the door unless ICE has a warrant signed by a judge. ASK them to show you the warrant – they can slide it under your door or hold it up to the window.
- **IF THEY TRY TO FORCE THE DOOR OPEN:** Write down the agents' badge numbers and the license plate numbers of their cars.

Immigration must have a warrant signed by a judge to enter your house or permission from your employer to enter your workplace.

ICE does NOT need a warrant to search public spaces.

COMPARING POLICE AND IMMIGRATION

POLICE:

- **Court:** Failure to attend court dates or fulfill probation guidelines will result in a warrant for your ARREST.
- **Bond:** If you pay 10% of your bond you can go free.

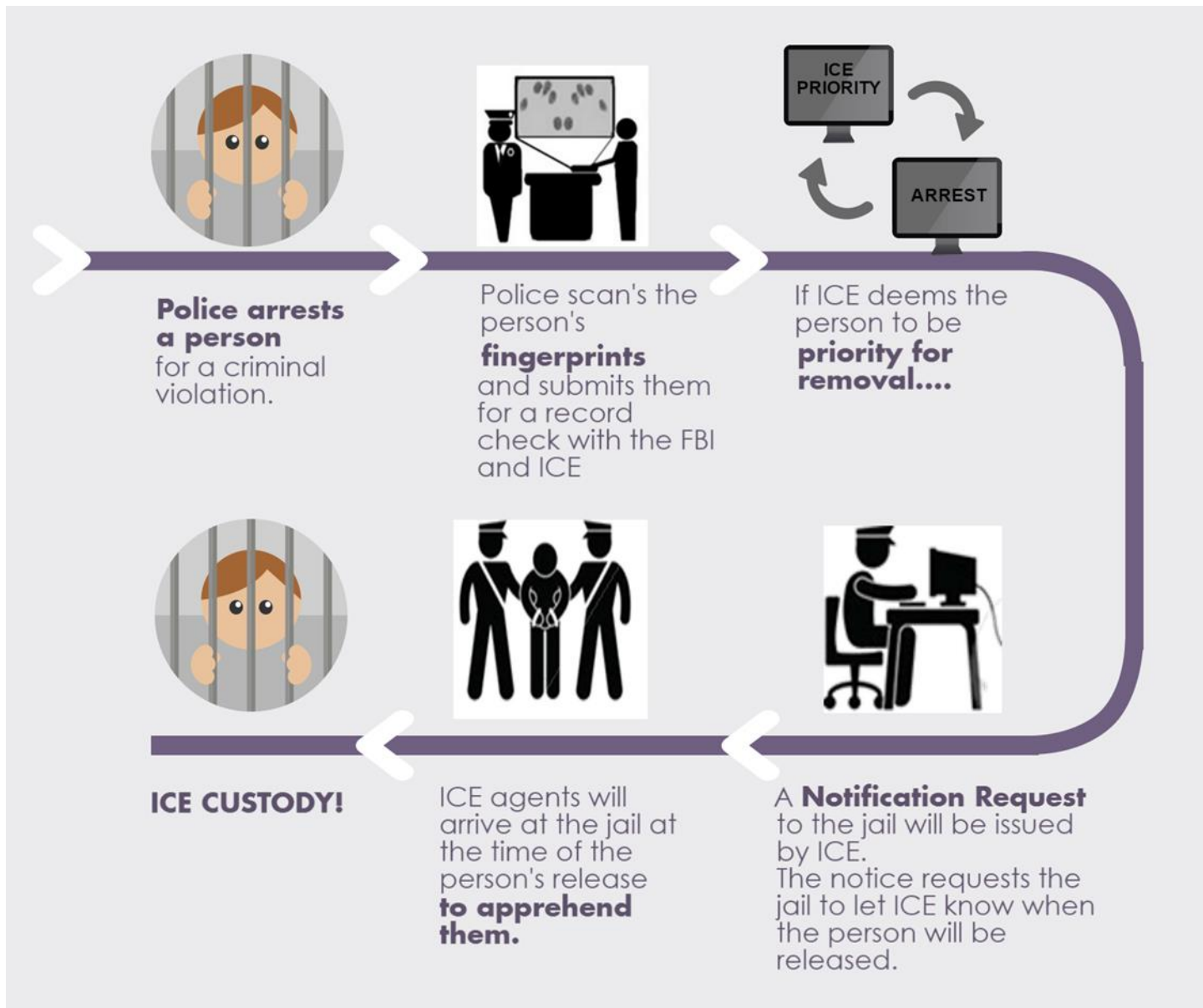
IMMIGRATION:

- **Court:** Failure to attend court dates or complete supervision obligations will result in an Order of Removal.
- **Bond:** If you pay 100% of the bond, you can go free. The person who pays must be a U.S. citizen or Legal Permanent Resident (LPR).

Basic Vocabulary to Exercise Your Rights:

- Am I under arrest? Am I free to leave?
- I wish to remain silent.
- I wish to make a phone call.
- I wish to speak with a lawyer.
- I do not consent to your entry or search.
- I will not sign any document I do not understand.

WHAT IS THE PROCESS IF I AM ARRESTED BY THE POLICE?



DIFFERENCES BETWEEN AGENCIES

Chicago Police Department (CPD): The Chicago Police Department focuses on the safety of community residents.

Transportation and Security Administration (TSA): TSA is an agency of the U.S. Department of Homeland Security that has authority over the security of the traveling public in the United States.

Immigration and Customs Enforcement (ICE): ICE is an agency of the U.S. Department of Homeland Security (DHS), primarily responsible for enforcing federal immigration and customs laws. Its powers include investigating, apprehending, arresting, detaining, and removing undocumented immigrants within the United States.

Each of these agencies have different uniforms and different badges, learn to recognize them.



ICE Badge



Police Badge



TSA Badge

Note:

- Be on the lookout, there are law enforcements agencies that might identify themselves as police officers or might be wearing attire with the word POLICE written on it.
- Do not share information that you see on social networks about raids many times the information is false and it causes panic in the community. Find out what is happening before sharing any information that might affect others negatively.

PLAN IN CASE OF DEPORTATION

1. Create a safety plan in case of detention or deportation.
2. Update your children’s school and clinic about any new emergency contacts.
3. Make sure everyone in your family knows what to do if you are detained and where all important documents are.

STEP BY STEP GUIDE: WHAT TO DO IF I AM DETAINED

This plan is to help guide your family, your children, and their emergency guardian in the event that you are detained by ICE.

Example:

Step 1: Pick up kids from school and explain to them that I was detained.

Step 2: Contact my lawyer.

Step 3: Inform the school that I was detained and that you will be in charge of the kids.

Step 4: Seek counseling for the kids if they are misbehaving or depressed.

Step 5: Bring me the kids to my country of citizenship.

YOUR PLAN:

Step 1:

Step 2:

Step 3:

Step 4:

Step 5:

Step 6:

Step 7:

Step 8:

Step 9:

Step 10:

Other Notes or Comments:

FAMILY AND OTHER IMPORTANT CONTACT INFORMATION

PARNTER/SPOUSE INFORMATION:

Nombre / Name _____

Dirección/ Address _____

Lugar y fecha de nacimiento/ Place and Date of Birth _____

Lugar en donde trabaja/ Work Place _____

Dirección de Trabajo/Work Place Address _____

Horario de trabajo/ Work Schedule _____

Teléfono en el trabajo/ Work Phone _____

Celular/ Cell Phone _____

Historial médico/ Medical History _____

Alergias/ Allergies _____

Doctor/ Doctor _____ Teléfono/ Phone Number _____

Dirección del Doctor/Doctor's Address _____

PARNTER/SPOUSE INFORMATION:

Nombre / Name _____

Dirección/ Address _____

Lugar y fecha de nacimiento/ Place and Date of Birth _____

Lugar en donde trabaja/ Work Place _____

Dirección de Trabajo/Work Place Address _____

Horario de trabajo/ Work Schedule _____

Teléfono en el trabajo/ Work Phone _____

Celular/ Cell Phone _____

Historial médico/ Medical History _____

Alergias/ Allergies _____

Doctor/ Doctor _____ Teléfono/ Phone Number _____

Dirección del Doctor/Doctor's Address _____

INFORMATION OF MINORS LIVING IN THE USA:

1. Nombre Completo/ Child's name _____

Niño/Boy Niña/Girl Juguete Favorito/ Favorite Toy _____

Lugar y fecha de nacimiento/ Place and Date of Birth _____

Ciudadanía/ Citizenship _____ Seguro Social/ Social Security _____

Historial médico/ Medical History _____

Alergias/ Allergies _____

Doctor/ Doctor _____

Nombre de escuela, niñera/ Name of School, Babysitter _____

Dirección, Teléfono/ Address, Phone Number _____

Grado/ Grade _____ Horario de Escuela/ Schedule _____

Nombre del maestro/a /Teacher's Name _____

Lugar en donde trabaja/ Work Place _____

Horario de trabajo/ Work Schedule _____

Teléfono en el trabajo/ Work Phone _____

2. Nombre Completo/ Child's name _____

Niño/Boy Niña/Girl Juguete Favorito/ Favorite Toy _____

Lugar y fecha de nacimiento/ Place and Date of Birth _____

Ciudadanía/ Citizenship _____ Seguro Social/ Social Security _____

Historial médico/ Medical History _____

Alergias/ Allergies _____

Doctor/ Doctor _____

Nombre de escuela, niñera/ Name of School, Babysitter _____

Dirección, Teléfono/ Address, Phone Number _____

Grado/ Grade _____ Horario de Escuela/ Schedule _____

Nombre del maestro/a /Teacher's Name _____

Lugar en donde trabaja/ Work Place _____

Horario de trabajo/ Work Schedule _____

Teléfono en el trabajo/ Work Phone _____

3. Nombre Completo/ Child's name _____

Niño/Boy Niña/Girl Juguete Favorito/ Favorite Toy _____

Lugar y fecha de nacimiento/ Place and Date of Birth _____

Ciudadanía/ Citizenship _____ Seguro Social/ Social Security _____

Historial médico/ Medical History _____

Alergias/ Allergies _____

Doctor/ Doctor _____

Nombre de escuela, niñera/ Name of School, Babysitter _____

Dirección, Teléfono/ Address, Phone Number _____

Grado/ Grade _____ Horario de Escuela/ Schedule _____

Nombre del maestro/a /Teacher's Name _____

Lugar en donde trabaja/ Work Place _____

Horario de trabajo/ Work Schedule _____

Teléfono en el trabajo/ Work Phone _____

4. Nombre Completo/ Child's name _____

Niño/Boy Niña/Girl Juguete Favorito/ Favorite Toy _____

Lugar y fecha de nacimiento/ Place and Date of Birth _____

Ciudadanía/ Citizenship _____ Seguro Social/ Social Security _____

Historial médico/ Medical History _____

Alergias/ Allergies _____

Doctor/ Doctor _____

Nombre de escuela, niñera/ Name of School, Babysitter _____

Dirección, Teléfono/ Address, Phone Number _____

Grado/ Grade _____ Horario de Escuela/ Schedule _____

Nombre del maestro/a /Teacher's Name _____

Lugar en donde trabaja/ Work Place _____

Horario de trabajo/ Work Schedule _____

Teléfono en el trabajo/ Work Phone _____

LAWYER'S CONTACT INFORMATION:

Teléfono/ Phone Number _____

Dirección/ Address _____

Consulado de _____ Consulate of _____

Teléfono/ Phone Number _____

Dirección/ Address _____

CHURCH OR CONGREGATION CONTACT INFORMATION:

Iglesia, Sacerdote, Pastor/ Church, Priest, Pastor _____

Teléfono/ Phone Number _____ Dirección/ Address _____

LEGAL GUARDIAN INFORMATION:

Nombre/ Name _____

Dirección/ Address _____

Lugar y fecha de nacimiento/ Place and Date of Birth _____

Lugar en donde trabaja/ Work Place _____

Horario de trabajo/ Work Schedule _____

Teléfono en el trabajo/ Work Phone _____

Celular/ Cell Phone _____

OTHER EMERGENCY CONTACTS IN THE USA:

1. Nombre/ Name _____ Relationship: _____

Teléfono/ Phone Number _____

Dirección/ Address _____

2. Nombre/ Name _____ Relationship: _____

Teléfono/ Phone Number _____

Dirección/ Address _____

OTHER EMERGENCY CONTACTS IN YOUR COUNTRY OF CITIZENSHIP:

1. Nombre/ Name _____ Relationship: _____

Teléfono/ Phone Number _____

Dirección/ Address _____

2 Nombre/ Name _____ Relationship: _____

Teléfono/ Phone Number _____

Dirección/ Address _____

INFORMATION OF YOUR LANDLORD:

Nombre/Name _____

Teléfono/ Phone Number _____

Dirección/ Address _____

COMMUNITY ORGANIZATION:

Nombre/Name _____

Nombre de Persona/ Name of Person to contact _____

Teléfono/ Phone Number _____

Dirección/ Address _____

INFORMATION ABOUT CHOOSING A TEMPORARY LEGAL GUARDIAN

A Letter of Guardianship must be made for all of your children under the age of 18. It is important to have a Temporary Guardianship letter in case you and your partner are detained by immigration (ICE) to make sure your children are protected.

If the letter is for less than one year (365 days) it does not have to be done by a lawyer unless that is what you want to do.

After you have completed this packet, if you would like to make a notarized guardianship letter, you can contact us at:

- **BRIGHTON PARK COMMUNITY COUNCIL**
Phone: (773) 523-7110
Address: 4477 S. Archer Ave Chicago IL 60632
Ask for Lupita Cenicerros or Idalia Flores



STATE OF ILLINOIS)
)
COUNTY OF _____)

APPOINTMENT OF SHORT-TERM GUARDIAN

1. **Parent and Child.** I, _____ (*Parent's Name*), currently residing at _____
_____ (*Address*), am a parent of the following child:

Name: _____
Birthdate: _____

2. **Guardian.** I hereby appoint the following person as the short-term guardian for my child:

Name: _____
Address: _____

3. **Effective date.** This appointment becomes effective the date on which I am detained or otherwise taken by the Department of Homeland Security, the police, or another governmental agency.

4. **Termination.** This appointment shall terminate 365 days after the effective date, unless I state in writing that I am willing and able to make and carry out day-to-day child care decisions concerning the child.

5. **Date and signature of appointing parent or guardian.**

Signed: _____ Date: _____

6. **Date and signature of other parent (if applicable: other parent does not have to sign at the same time).**

Signed: _____ Date: _____

7. Witnesses.

I saw a parent sign this instrument or I saw a parent direct someone to sign this instrument for the parent. Then I signed this instrument as a witness in the presence of the parent. I am not appointed in this instrument to act as the short-term guardian for the child.

Name: _____
Address: _____

Signed: _____ Date: _____

Name: _____
Address: _____

Signed: _____ Date: _____

8. **Acceptance of Short-Term guardian.** I accept this appointment as short-term guardian.

Signed: _____ Date: _____

REAL ESTATE POWER OF ATTORNEY

You should get a real state power of Attorney document if you have any properties in the United States and would like to leave a person in charge in case you would like that person to be responsible for your assets or if you would like your assets to be sold.

REAL ESTATE LAWYERS

If you have any questions about what will happen to your home and other property, or would like legal help writing a power of attorney letter, contact:

- **LEGAL ASSISTANCE FOUNDATION**

Phone: (312) 341-1070

Address: 111 W Jackson Blvd, Chicago, IL 60604

- **CHICAGO VOLUNTER LEGAL SERVICES**

Phone: (312) 332-1624

Address: 33 N Dearborn St #400 Chicago, IL 60602



CHECK LIST OF IMPORTANT DOCUMENTS YOU MAY NEED

Identification Documents:

1. _____ Birth Certificates for you and your children.
2. _____ Social Security Cards.
3. _____ Consulate ID and/or Identifications for everyone in the family.
4. _____ Passports for you and your children. Children must have passports to leave the country. Both parents must go in person to [] in order to request passports for children.

Medical Documents:

5. _____ Medical Records.
6. _____ List of medications.
7. _____ Doctor's information: full name and address.
8. _____ Clinic where your children are patients.
9. _____ Immunization records.

School:

10. _____ School information where children are enrolled.
11. _____ Updated emergency contact at school.
12. _____ Teachers' names and your children's grades.
13. _____ Copy of Individualize Education Plans (IEP).

Property and Financial Information:

14. _____ Notarized short term guardianship letters.
15. _____ List of property (house and cars).
16. _____ List of banks that you have accounts with. We recommend that you consider the option of **online banking** so you can have access to your accounts online.
17. _____ Bank account numbers and bank information.
18. _____ Photocopies of credit and identification cards.
19. _____ Real estate power of attorney letter.
20. _____ Income tax documents for the last five years of filed income taxes.
21. _____ Insurance policies (life, car, house etc.).
22. _____ 401K or other retirement accounts information and documents.
23. _____ Information on how to transfer your bank account to another country.

Residency and good moral character:

- 24. _____ Utility bills.
- 25. _____ Documents that prove your entry into the United States or that otherwise demonstrate your presence in the U.S since arrival.
- 26. _____ Documents that prove good moral character (certificates of perfect attendance from work, volunteer award certificates, and/or volunteer recognition letters).
- 27. _____ Documents that prove continuous residency (employment records, medical records, financial documents, etc.).

Other Tips/Information:

- 28. _____ For men: register for the Selective Service. Go to www.sss.gov for information.
- 29. _____ Keep your most up-to-date documents together in a safe place.

Location of Important Documents: _____

- 30. Other Important Information: _____

ORGANIZATIONS WITH IMMIGRATION SERVICES

If You or a Family Member is Detained by Ice Call the Following Organizations:

If a family member is detained by ICE contact one of these organizations. They will be able to help you locate your family member and check the status of their detention:

- **ICIRR FAMILY SUPPORT NETWORK HOTLINE:**

What is the ICIRR Family Support Network Hotline?

Toll-free hotline offers help to Illinois families facing deportation. The hotline is staffed by trained volunteers who will listen to families and offer referrals to lawyers, social service agencies, pastors, and other community supports.

The hotline is staffed in English, Spanish, Polish and Korean.

Phone: 1-855-HELP-MY-Family (1-855-435-7693)

- **NATIONAL IMMIGRANT JUSTICE CENTER:**

NIJC offers help to people who need immigration services at low cost. Please call if you have any questions or if you are detained by ICE.

Phone: (312) 660-1370

Address: 208 S La Salle St #1300, Chicago, IL 60604

If You Have Pending Immigration Cases and Have Questions, Call:

- **LATINOS PROGRESANDO:**

Phone: (773) 542-7077

Address: 3047 W Cermak Rd, Chicago, IL 60623

- **COMMUNITY ACTIVISM LAW ALLIANCE**

Address: 332 S Michigan Ave #1032-C297, Chicago, IL 60604

Phone: (312) 999-0056

- **JUSTICE FOR OUR NEIGHBORS**

Phone: (773) 609-4401

Address: 2120 N Mozart Street Chicago, IL 60647

FOR GENERAL IMMIGRATION QUESTIONS AND REFERRAL SERVICES

If you have any general questions about immigration, or would like to learn more information about your rights please contact us at:

BRIGHTON PARK NEIGHBORHOOD COUNCIL

Phone: (773) 523-7110

Address: 4477 S. Archer Ave Chicago IL 60632

Ask for Idalia Flores or Marcos Cenicerros

For more information about other programs and services that we offer visit our website:

www.bpnccchicago.org

NOTE: This information has been adapted from the “Know Your Rights” presentation and workshop created by ICIRR and partner organizations. The Guardianship Letter template was provided by CALA.

DISCLAIMER: BPNC is NOT a BIA Accredited organization and DOES NOT have lawyers on site to write or review legal documents. All the documents in this packet are to help our community. We recommend that you seek legal advice if you have any specific concerns about your individual case and/ or circumstances. See our list of low cost lawyers in the previous pages.



